

COUNTY OF McLEAN
ADOPT-A-HIGHWAY

TERMS AND CONDITIONS

All groups and their members participating in the County of McLean Adopt-A-Highway program shall Abide by the terms and conditions of the program as set forth below.

1. The Group and its members, volunteers and agents (herein referred to as “the Group”) are to be considered as volunteers and not as officers, employees or agents of the County of McLean.
2. The Group shall agree to obey and abide by all laws, regulations and guidelines relating to safety, highway usage and to the terms and conditions of this program.
3. The group shall pick up litter a minimum of four times a year between April 1 and November 1. The Group shall not work beyond its section limits.
4. The Group shall not pick up litter on medians, bridges, in tunnels, or overpasses or around other structures that may pose a danger.
5. The Group shall supply an adult supervisor of at least 21 years of age for every 5 youths when persons under 18 are involved in the Program.
6. A participating Group member must sign the “Adopt-A-Highway Program-Waiver and Release of All Claims” form and submit this form to the Highway Department Coordinator before the Group member can participate in the program.
7. All participants shall be at least 11 years of age or in the 6th grade. All participants of 18 years of age or younger must submit a signed Waiver and Release of All Claims form by a parent or legal guardian before participating in the Program.
8. Group members or other persons who did not submit a signed Waiver and Release of All Claims form are not permitted to be at the worksite when the Group is working.
9. All participating Group members shall review the safety video provided and all pertinent safety rules before proceeding to the worksite.
10. The Group shall work only during daylight hours and in good weather conditions.
11. The Group shall display the provided traffic safety signs properly during a litter pickup. Small groups of 10 or less shall work only on one side of the road at a time; large groups may work simultaneously on both sides of the road.
12. All participants shall wear safety vests and employ any other safety equipment as required by the County.
13. When the Group encounters closed containers or items suspected to be hazardous, these items shall be flagged, using the supplied flags and not touched. These items should be noted on the provided Group Clean Up Report (postcard).
14. The Group shall place filled trash bags adjacent to the Group signs on either end of the adopted section.
15. The Group shall obtain required supplies and materials from the Highway Department Coordinator.

16. Unused materials and supplies furnished by the County may be retained by the Group during the agreement period, and returned to the Highway Department if the agreement is not renewed.
17. The Group may submit a tentative schedule of pick-up dates to the Highway Department Coordinator, but still is required to give a 48-hour notice of planned pick-ups. The Group shall not collect litter during the following holiday periods: Memorial Day extended weekend, July 3-5 and Labor Day extended weekend.
18. Within 24 hours of a collection, the Group mail a Cleanup Report (postcard) to the Highway Department Coordinator.
19. The group shall make arrangements for off-road parking or shuttle bus type of travel to the worksite. All vehicles at the pick-up site shall be parked at nearest crossroad, if possible, or at least 3 feet from the edge of pavement when parking on the highway shoulder, with permitting safe parking.
20. The Group shall not remove or cause to be removed, any filled or partially filled trashbags and receptacles from the right-of-way of the Adopted section of County Highway. Recycling is encouraged and as such, recyclable materials may be removed provided proper disposal is used.
21. Partisan political groups (groups with common political opinions and purposes organized for gaining political influence, governmental control and for directing government policies) shall not be permitted to participate.
22. The Group must agree to be involved in the Adopt-A-Highway Program for a minimum of two (2) years.
23. All Group members are prohibited from possessing, consuming or being under the influence of alcohol or drugs while present on an adopted section.
24. The Group shall maintain a first-aid kit and an adequate supply of drinking water while collecting litter along an adopted section.
25. The Group agrees to assume all liability for and hold the State and the States agents or employee's harmless from any and all claims of action resulting from the Group's activities, except for the negligent acts of the State, and the States agents or employees. Furthermore, the Group will indemnify the State and its agents or employees for any incurred costs or claims arising from the activities of the Group.
26. The Group agrees to assume all liability for and hold the County of McLean and the County of McLeans agents or employee's harmless from any and all claims of action resulting from the Group's activities, except for the negligent acts of the County of McLean, and the County of McLeans agents or employees. Furthermore, the Group agrees to indemnify the County and its agents or employees for any incurred costs or claims arising from the Group's activities.
27. The Group agrees that the Group members are jointly and severally bound by the terms and conditions set forth in this agreement.

The County agrees to as follows:

1. Determine the specific section of highway to be adopted by the Group.
2. Provide safety vests, trash bags, traffic safety signs, a safety video, and postcards.
3. Remove the filled trash bags as soon as possible after notice of completed pick-up is received.
4. The County reserves the right to refuse or revise acronyms of Group names when preparing signs and erect a sign at the end of an adopted section with the Group name or acronym.

THE COUNTY OF McLEAN
YOUR SAFETY COMES FIRST

Welcome to McLean County's Adopt-A-Highway program. For your personal safety, the McLean County Highway Department has designed these safety guidelines, which should be reviewed before each litter pick-up.

BEFORE YOU GO

Call the McLean County Highway Department at (309) 663-9445, 48 hours before plan on cleaning.

Make sure you have reviewed the safety videotape.

Make sure you and your Group have reviewed these safety guidelines prior to each pick-up.

GET ORGANIZED

Organize yourselves into crews before carpool to the work site.

Make sure there is an adult supervisor of at least 21 years of age for each five youths when persons under the age of 18 are going to be working on the site.

The crew chief shall be the safety "watchdog".

Be prepared with first aid kit.

Know where the nearest hospital or emergency room is located and the fastest, safest route to reach it, before you begin work.

Know where the nearest telephone is located or bring a cell phone with you if you have one.

Know the physical condition and limitations of all members of your crew.

Keep an adequate supply of vests, flags, and trash bags.

THINK SAFETY

Be mentally alert. Make sure you get enough sleep the night before the letter pick-up.

Always work during daylight hours.

Don't work in bad weather.

Work within your physical abilities. Use team lifting if a load is too heavy for you.

Work together as a team and look out for each other at the site.

WHAT TO WEAR/BRING

Safety vests-wear at all times while at the work site.

Hiking boots or shoes with thick soles to prevent foot damage from sharp objects.

Wear work gloves.

Caps and Hats-wear caps and hats to protect yourself from the sun if you are sensitive to sunlight.

Sun screen lotion-for sun protection.

Long sleeve shirt-for sun protection and if you are allergic to grass or weeds.

Wet towels/liquid soap etc. for washing.

First Aid Kit

Water for Drinking and washing.

Tall grass is a home for ticks. Make the ticks access to your body difficult. Tuck your pant cuffs into your socks/boots. Check your body for ticks as soon as possible after completing your pick-up.

TRANSPORTATION TO AND PARKING AT THE SITE

Carpool to your Adopted section of road to use a minimum number of vehicles.

Park parallel to the road at least 3 feet away from the edge of pavement, if width permits, before unloading your crew.

Park on the same side of the road as you are working on.

Drive your crew to the opposite side when your crew switches sides.

Do not allow your crew to walk across the pavement.

WHEN YOU'RE ON THE SITE

Post the "Clean Up Crew Ahead" signs at both ends of your section before unloading your crew.

Always work facing traffic.

Don't wear a stereo headset while working.

Never walk or pick up litter on the pavement, shoulder or the median.

Never work on bridges tunnels overpasses or steep ground.

Stay away from mowing or construction equipment (operating or not).

Stay off parked equipment.

Stay alert for snakes, poison ivy and stinging insects.

Stay hydrated by drinking sufficient water while working, especially on hot-humid days.

Alcoholic beverages are not permitted on the site.

Avoid overexertion.

Do not indulge in horseplay on the work site.

Watch where you are stepping-the ground is naturally uneven.

Notify others if you experience shortness of breath, blurred vision or other signs of physical discomfort.

Tall grass is a home for ticks. Make the ticks access to your body difficult. Tuck your pant cuffs into your socks/boots. Check for ticks as soon as possible after completing your pick-up.

HANDELING THE LITTER

Wear work gloves when picking up litter.

Do not touch or pick up anything you cannot identify. It may be a hazardous item. Instead, mark the item with a flag and report it on your clean-up report. Hazardous materials are commonly found in sealed metal containers.

Any item the Group does not want to pick up should be flagged and reported on your clean-up report.

Do not try to compact your trash in your trash bags in any fashion. You are supplied with plenty of trash bags, use them.

The Group may keep any recyclable materials. Please use caution in removing them from the site.

When you are finished close your "Clean Up Crew" signs.

HAVE A SAFE DAY!